



## JOB DESCRIPTION

Title: **DETECTIVE I**  
Department: Police  
Class Code: 4190  
FLSA Status: Non-Exempt  
Effective Date: July 1, 1982 (Rev. 11/2006)  
Grade Number: 14

### GENERAL PURPOSE

Under the general supervision of Sergeant, performs routine work in investigating crimes.

**EXAMPLE OF DUTIES** (Any one position may not include all of the duties listed nor do the listed examples include all duties which may be found in positions of this class.)

- \*-- Assists in investigating criminal cases ranging from crimes against persons and property to crimes against peace, murder, or indecency; carries out evidence, custody, crime scene control, interviewing of witnesses and suspects in preparations of written formal case reports.
- Assists in conducting undercover investigative activities including establishing a relationship with informants to detect illegal activities.
- Assists in conducting surveillance of known offenders and known illegal activities for major mass arrests.
- \*-- Originates investigation cases as necessary, prepares records and reports; meets with County Attorney to determine whether warrants will be issued or not.
- Works in liaison with Murray School District personnel for common problems and investigations.
- Performs related duties as required.

### MINIMUM QUALIFICATIONS

#### Education and Experience

- Two (2) years of experience as a Police Officer I, or any equivalent combination of education and experience.

### Special Requirements

- Must possess a valid Utah Driver's License, must be POST certified.
- Maintains 40 hour POST in-service training minimum.
- Must reside within the boundaries of Salt Lake County within one (1) year of appointment.

### Necessary Knowledge, Skills and Abilities

- Working knowledge of police terminology and practices; working knowledge of city, state and federal law; working knowledge of the citizen's rights; working knowledge of the laws of traffic, evidence, search and seizure; working knowledge of investigative techniques.
- Ability to operate a firearm; ability to make rapid and sound decisions under pressure; ability to communicate with the public both in written and verbal manners; ability to follow written and verbal instructions; ability to establish and maintain effective working relationships with employees, other agencies and the public.

### **TOOLS & EQUIPMENT USED**

- Personal computer and laptop computer, camera, tape recorder, police car, police radio, handgun and other weapons as required, handcuffs, pager, first aid equipment.

### **PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- While performing the duties of this job, the employee is frequently required to sit, stand, walk, talk and hear. The employee is occasionally required to use hands to finger, handle, or operate objects, controls, or tools listed above; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; and taste or smell.
- The employee must frequently lift more than 10 pounds, and occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to focus.

## WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Work is performed primarily in office, vehicles, and outdoor settings, in all weather conditions, including temperature extremes, during day and night shifts. The employee occasionally works near moving mechanical parts; in high, precarious places; and with explosives and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, extreme cold, extreme heat.
- The noise level in the work environment is usually moderate.

DEPT/DIVISION APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

EMPLOYEE'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

H. R. DEPT. APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

\*Essential functions of the job.